

<b>Procedure: <i>One-on-One Peer Review</i></b>	
<b>Issue Date: January 9, 2001</b>	<b>Procedure ID: P-GP-047</b>
<b>Supersedes: May 5, 2000</b>	<b>Rev/Change 2.1</b>

- 1. Purpose:** To assure the products are reviewed.
- 2. Applicability:** This procedure is applicable to all government and contractor personnel assigned to ATISD.
- 3. Responsibility:** Engineers
- 4. Support:** Engineers
- 5. Invoked By:**
  - Develop Products P-PE-050
  - Identify Risks- P-PE-150
  - Estimating Required Quantities- P-PE-160
- 6. Inputs:**
  - Product- Defined in Glossary (Appendix G)
- 7. Outputs:**
  - Peer Reviewer's Worksheet- S-GP-200
- 8. Procedures Invoked:**
- 9. External Procedures Referenced:**
- 10. Procedure Steps:**
  - a) The Author prepares the material for the review.
  - b) The Author coordinates the review schedule with the Reviewer.  
The Author provides the review material to the Reviewer.
  - c) The Author leads the Reviewer sequentially through the product recording any comments on a Peer Reviewer's Worksheet (S-GP-200).
  - d) The Author places a copy of the Peer Reviewer's Worksheet in the SDF of the product to document that the review occurred.
  - e) The Author implements the comments and resolves the issues.
- 11. Notes:**
  - a) This type of review usually examines part of a product to identify problems. This review usually takes less than two hours and occurs "ad hoc" (i.e., at the request of the Author).
  - b) The One-on-One Peer Review is called a "Walkthrough" by some authors.